

2020 AUG 21 PM 12:42

DPW FACILITY BUILDING COMMITTEE

MEETING DATE July 23, 2020
LOCATION New DPW Facility, Old Westborough Road, Grafton
COMMITTEE J. Bechard, P. Carlson, A. Clarke, P. Cournoyer, S. Robbins, R. Rodak
OPM: A. Deschenes
WESTON & SAMPSON J. Fair (via conference call)

CALLED-TO-ORDER 7:00 PM

Item 1: OPM Updates

Discussion Points

Sitework:

- Site contractor is filling in gaps/areas missed with loam week of July 20th
- DPW is mowing the grass
- Permeability tests taken and passed; info passed to Conservation Commission (ConCom)
- ConCom Order of Conditions still to be reviewed for closeout

Concrete:

- No further activity

Exterior:

- Roof ladders are still not installed
 - o OPM reports they are supposed to be installed by the end of July
- OPM also reports that during HVAC training duct tape was reported on some of the metal standing seams
- Roof and window leaks appear to be fixed, though confirmation is pending based on the lack of rainfall this summer
- With thunderstorms passing through Grafton on July 23rd, new leaks found in Vehicle Storage area

Interiors:

- Interior of building is complete except for punch list and deficiencies

MEP:

- Punch list items still remain to be completed
- Flue for Vehicle Wash boiler has not yet been installed
- IT/security/cameras can't be tested and completed until the IT switch is moved from the existing DPW Facility
 - o OPM reports this will happen after move-in
- Committee asked for update on fiber optic cost going against the Town's Cable TV fund rather than the project budget
 - o Select Board representative reports he will continue discussions with Town Administrator and Cable Oversight Committee to confirm

Other Updates:

Cost updates:

- See the updated cost report for details and discussion
- We are holding off on purchasing some equipment while we track final costs

- Project running at a \$22,000 deficit however
 - o \$38,000 remains in budget for final connections already covered

Schedule:

- OPM reports the steps to final completion include:
 - o Engineers review TAB report (Completed)
 - o Engineers on-site to test some MEP equipment (Completed)
 - o Affidavits provided once testing successfully completed (Received)
 - o Final walkthrough with Fire Department and Building Department
 - Fire Department walkthrough tentatively scheduled for August 5th
 - o Obtain Certificate of Occupancy/Substantial Completion
 - Mid-August could be the tentative timeframe to receive so long as nothing significant is raised during final Fire or Building inspections
 - o Complete Punch List and Owner training, receive all closeout documentation
 - o Final Completion
 - o Installation of Owner Equipment

Quality:

- OPM reports:
 - o The punch list has been monetized
 - o OPM and W&S have discussed how best to monetize the Vehicle Maintenance slab
 - In all likelihood, there is not a practical solution for the poor quality
- Committee directed OPM to outline steps to repair/replace poor cement slabs to ensure the floor meets the quality expected from project

Safety:

- No issues to report

Equipment:

- OPM reports the installation of a flue for the revised Vehicle Wash boiler is holding up completion of the equipment in the Wash Bay
- Similar to the June report, the lifts for the Maintenance Bays have been delivered to the building though will be installed after project meets Substantial Completion

Closeout:

- As indicated above, OPM received all of the documents (on Wednesday 7/22/20) that are required by the Fire Department in order to schedule the final walkthrough
- Owner trainings to date include, HVAC systems and lighting controls

Legal:

- OPM reports that Town Counsel, DPW Committee Chair, W&S, and OPM met on 7/14/20 to discuss options
- At Town Counsel's request, OPM is pulling together the following items:
 - o Monetized punch list
 - o Remaining requisitions indicating amount(s) being held from payment to Castagna
 - o OPM's time spent beyond the budget
 - As of 7/22/2020, OPM reports this to be 73 hours
 - o W&S fee spent beyond budget predicated on Castagna's ineffectiveness

- As of 7/22/2020, OPM reports the amount to be \$104,000
- Town Counsel on vacation through 7/24/2020 and upon her return will review the documents, the contract, and draft a proposed settlement with Castagna
 - This committee's views and opinions will be incorporated as well
- The project is on the Select Board Executive Session schedule for 8/4/20 where OPM will provide an update on the potential legal road ahead
- Committee asked that Liquidated Damages be included as part of the settlement
 - Liquidated Damages currently estimated about \$80,000
- Committee inquired when Bonding Company should be notified
 - W&S recommended Town Counsel is best suited to advise
- OPM reports:
 - Castagna has made no effort to work through punch list and/or report on progress
 - Approximately \$720,000 is in retainage, though mostly for sub-contractors

Item 2: Review invoices

Discussion Points

- Ray Jurgen-Company, LLC invoice number 0000054178 dated June 30th, 2020 in the amount of \$22,090.00 submitted to the Committee for review
 - Invoice is covered under PO 009875 and does not require Committee approval

Item 3: Meeting minutes

Discussion Points

- Meeting minutes of June 18th, 2020
 - Motion to accept meeting minutes of June 18th made by P. Carlson
 - Second by R. Rodak
 - Chair declares motion carries

Item 4: Future Meetings

Discussion Points

- Next meeting is August 20th, 2020

MOTION TO ADJOURN	A. Clarke
SECOND	R. Rodak
DECISION	6-0

ADJOURN	8:08 PM
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